Spotlight

MICHIGAN Department of Education

on Student Assessment and Accountability

What's New
March 26, 2015

M-STEP Information Letter for Parents

The Michigan Department of Education (MDE) has provided an informational letter describing the 2015 M-STEP assessments that districts may distribute to parents. The purpose of this letter is to clarify what the M-STEP entails and what their child will experience when taking the subject area tests.

This letter can be found on the M-STEP web page under *What's New* and the *Parent/Student Information* section at www.michigan.gov/mstep.

A memo providing the official position of the MDE regarding "parental opt out" has been posted to the MDE website at http://www.michigan.gov/documents/mde/OptOut_Position_485416_7.pdf.

💻 Technology Best Practices

It is recommended that OS updates NOT be applied during the testing window. Updates addressing security vulnerabilities such as SQL injections, Java, Flash, etc., should be applied. DRC will continue their QA process against updates and will communicate with MDE updates that have been vetted against the testing suite.

During the testing windows, it is important you add to your daily routing a check of the TSM at the end of each testing day to ensure any responses sent to the caching server have been uploaded to DRC. If you are having trouble getting the responses uploaded to DRC, please contact DRC tech support at 877-560-8378 option 2.

Important Dates and Reminders

Recently Asked Questions

Key:
💻 information Tech Coordinators also need to know

🧩 supports and accommodations information

► *Sign up for Spotlight at:* https://public.govdelivery.com/accounts/MIMDE/subscriber/new. Enter your email address and select Spotlight under Student Assessment.
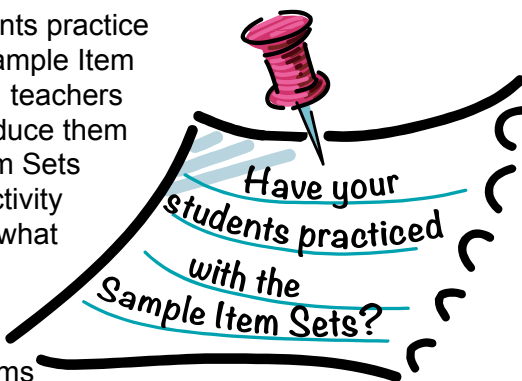
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With the first testing windows opening in two weeks, verify your TSM has Text-To-Speech (TTS) and Auto Update enabled. Content is being approved for OTTs and Production at a rapid pace and uploaded for download daily. With Auto Update enabled, your TSM will check for new content nightly reducing the amount of manual effort by the technology staff. If you need a refresher on how to do this, go to https://mi.drcedirect.com to view the technology training videos and/or download the Technology User Guide.

Having trouble accessing eDIRECT or issues with the TSM/INSIGHT suite connecting to DRC? Not sure if the issue is at DRC or internal? There is now a web-status page showing DRC status that is live as of today, and will remain active through the testing windows. The status page is located at http://tinyurl.com/Spring15Status/.

Introducing the Online Sample Item Sets

Before your students practice with the Online Sample Item Sets on their own, teachers may want to introduce them to the Sample Item Sets as a classroom activity and demonstrate what the item sets are, and how students can practice answering test items and using the online tools.

Have your students practiced with the Sample Item Sets?

If your school has installed the TSM and INSIGHT software suite, the Online Sample Item Sets can be accessed directly in INSIGHT. Just open INSIGHT and click on the *Online Tools Training* (OTT) link.

If your school has NOT installed the TSM and INSIGHT software suite, the Online Sample Item Sets can be accessed on the M-STEP web page at www.michigan.gov/mstep under the *Content Specific Information* section, or by copying an pasting this link into **Google Chrome**: https://wbte.drcedirect.com/MI/portals/mi/ott1.

Note: Paper/Pencil Sample Item Sets are also available on the M-STEP web page under *Content Specific Information*.

M-STEP Social Studies and Science Sample Item Sets

The Office of Standards and Assessment (OSA) has posted resources targeted at students taking the M-STEP Social Studies (grades 5, 8, and 11) and Science (grades 4, 7, and 11) assessments. Sample Item Sets are intended to provide students and teachers with sample test items that demonstrate the rigor of Michigan's academic content standards. The sample item sets are not indicative of the focus of the M-STEP assessments; they are simply a collection of item samples.

The **paper/pencil** Sample Item Sets in social studies and science are posted at http://www.michigan.gov/mde/0,4615,7-140-22709_70117-350086--,00.html or you can go to the M-STEP web page (www.michigan.gov/mstep) and look under the *Content Specific Information* section.

The link to the social studies and science **Online** Sample Item Sets are posted on the M-STEP web page (www.michigan.gov/mstep). **Note:** *If the INSIGHT/TSM suite is installed, the Online Sample Item Sets can be accessed directly through INSIGHT.*

Read Aloud ELA Update

Last week's Spotlight included an article on audio support options available for students requiring text-to-speech (TTS) and for those requiring a human read-aloud for the M-STEP ELA test. The table has been updated to include Performance Task source materials which also have different support and accommodations designations based on the delivery and grade level of the student.

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ELA	Grades 3–5	Grades 6–8 and 11
Text-to-Speech (online)		
Test questions and Performance Task source materials (DS)	✓	NA
Test questions, Passages, and Performance Task source materials (A)	NA	✓
Human Read Aloud (online or paper/pencil)		
Test questions (DS)	✓	✓
Passages (A)	NA	✓
Performance Task source materials (DS)	✓	✓

*DS = Designated Support, A = Accommodation, NA = Not Available

For grades 6–8 and 11, the ELA test questions, passages, and Performance Task source materials are **all** read aloud when TTS is turned on. Because reading aloud passages is an accommodation in these grades, TTS is listed as an accommodation. This means that students in grades 6–8 and 11 should *only* have TTS turned on if the student's IEP or 504 plan specifies the passages be read aloud as an accommodation.

When using a human reader, the passages are listed as an accommodation, but the questions and Performance Task source materials are considered designated supports.

Whether audio support is provided by text-to-speech or a human reader, passages **cannot** be read aloud to students in grades 3–5, even as an accommodation. Reading aloud the passages to a student in grades 3–5 changes the construct of what's being measured.

However, reading aloud the test questions and Performance Task source materials is allowed and is considered a designated support.

English Glossary Update

The Office of Standards and Assessment (OSA) is dedicated to ensuring that high-quality assessments are provided to all students and that we continue to make efforts to increase access to the assessments so that students can demonstrate their fullest level of knowledge. OSA had intended to include an embedded English glossary in the M-STEP Online Mathematics and English Language Arts (ELA) assessments. However, this support will not be provided for the Spring 2015 assessments due to quality concerns that we believe would have negatively impacted students' test taking experience and scores.

Although identified as a Universal Tool, this support was primarily intended for students who may have a limited American cultural background, but are proficient English speakers. A comparable paper-based English glossary will still be available for paper/pencil test takers and will be provided with materials shipped to schools. If schools have students who fit the intended group of users of this support, they may select those **individual** students to take the paper/pencil assessments. If a school is testing with the paper/pencil assessments, they should provide the paper-based English Glossary reference sheets to individual students designated as **needing** this support.

As with any support, whether it be a Universal Tool, Designated Support, or Accommodation, educators must provide **ONLY** those supports that are **needed** by the student. Significant research in the field indicates that providing students with too many unnecessary or unneeded tools or supports may negatively impact students' test experience and scores.

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All Supports and Accommodations Reference Materials Updated

Each of the major reference documents for the M-STEP and MI-Access Supports and Accommodations have been updated to reflect the changes for Spring 2015. The following documents can be found at www.michigan.gov/mstep under *Student Supports and Accommodations*:

- Supports and Accommodations Table
- Supports and Accommodations Manual
- Supports and Accommodations Tracking Sheet
- Recommended Qualifications for Translators
- Scribing Protocol
- Word-to-Word Bilingual Dictionary Guidance
- M-STEP Math and ELA Read-Aloud Guidelines

Identifying Supports and Accommodations for Online Testing

The two 1-page Supports and Accommodations Companion Documents for M-STEP and MI-Access are intended to be resources for educators to use in conjunction with the Student Supports and Accommodations Table. These will be used for:

- Online – set specific supports and accommodations for individual students in eDIRECT **prior** to printing the test ticket
- Paper/pencil – bubbling supports and accommodations used onto the student answer document **after** testing

Designated Supports vs Universal Tools

This is a reminder to schools that supports listed by assessment and content area under the Designated Supports section of the Supports and Accommodations Table and Manual are not Universal Tools. Districts and educators should not make the mistake of assigning Designated Supports to students

en-masse for online or paper/pencil testers. The use of Designated Supports for any student must be made at an individual student level with educators deeply considering the needs of the individual student.

Changes/Corrections to M-STEP TAMS and Test Administration Directions

The process of creating Test Administration Manuals (TAM) and Directions (both online and paper/pencil) has been complex and several of these documents were printed months ago. Decisions have been made since the production of these manuals that have required changes or corrections to be made. The revised versions of the TAM and both sets of administration directions have been posted online at www.michigan.gov/mstep and https://mi.drcedirect.com/. Errata pages that identify these changes or corrections in each document have also been posted in these same locations online.

The online and paper/pencil administration directions being shipped to schools with testing materials do **NOT** include these changes or corrections. Therefore, the errata pages posted online will have to be used along with the shipped directions. Also, if you have already downloaded the TAM, which was originally posted online March 17, 2015, you will want to download the revised document, or if you've already printed the manual you'll also want to use the errata pages to identify the changes.

Please visit the M-STEP web page at www.michigan.gov/mstep and look under the *Current Assessment Administration* section to review these documents. Please note that any significant changes will be highlighted in upcoming Spotlights.

M-STEP Scratch Paper Policy

For information regarding scratch paper policy on the M-STEP online and paper/pencil tests, please see the *Spring 2015 M-STEP Scratch Paper Policy* located on the M-STEP web page www.michigan.gov/mstep under *Current Assessment Administration*.

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M-STEP and Personal Reading Materials

Students may have personal reading materials for use upon completion of testing under the following conditions:

1. Reading material is stored off the work surface (e.g. desk, table)
2. Reading material is not content related (e.g. no science textbook during a science test)
3. Reading material is in paper format—no eReaders or other electronic forms
4. Testing must be completed and test materials collected:

   Paper/pencil:
   - Test booklets, answer documents, and scratch paper has been collected by the test administrator

   Online materials:
   - Test has been submitted
   - Test tickets and scratch paper has been collected by the test administrator

Assessment Integrity Guide

A statement regarding the Assessment Integrity Guide from State Superintendent Mike Flanagan is located at http://www.michigan.gov/documents/mde/Statement_Regarding_M-STEP_Assessment_485450_7.pdf.

Register NOW for Weekly Q&A Sessions for M-STEP Test Administration

Beginning next week and continuing through the end of the Spring 2015 M-STEP test administration period, MDE will offer weekly Q&A sessions for test administration questions. This is a great opportunity to get timely information regarding M-STEP online and paper/pencil test administration. Sessions will occur every Tuesday until June 2, 2015.

In addition, questions concerning technology readiness will be answered on March 31, 2015 and April 14, 2015.

Please register for these Q&A sessions by clicking on this link: http://tinyurl.com/MITuesdayQ-A.

March 18th M-STEP District and Building Coordinator Training Videos

If you weren't able to join us for the Wednesday, March 18th live video trainings, we have posted video recordings of both sessions for your viewing convenience.

Sessions cover online and paper/pencil test administration, Pre-IDs, scheduling, material ordering and handling, accountability, testing technology components, using eDIRECT, supports and accommodations, and more …

- **Session 1** – *M-STEP Online Test Administration Training*: http://mistreamnet.org/videos/3368/m-step-video-conference
- **Session 2** – *M-STEP Paper/Pencil Test Administration Training*: http://mistreamnet.org/videos/3371/m-step-on-line-part-2

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Training for MI-Access Supported Independence and Participation Online Answer Document is now available

A new mini-module is now available for MI-Access Supported Independence and Participation Primary Assessment Administrators. The mini-module will walk through the process of transferring student scores from the Primary and Shadow Assessment Administrator Scoring Documents to the online answer document. This module can be found on eDIRECT (https://mi.drcedirect.com/default.aspx). Click on the word **Documents** under *General Information*. Select **MI-Access Alternate Assessment Spring 2015** under the Administration drop-down and **Mini-Modules** as the *Document Type.* Then click the **Show Documents** button.

A key piece to remember with this online answer document is the form number you select must match the form number found on the front cover of the Assessment Administrator Test Booklet and the Student Picture Cards as illustrated below.

Test Booklet/Picture Card form number

Form SIME-e1

Online Answer Document partial screenview

MI-Access Supported Independence Online Answer Document	
Student name:	BDRC0001
Content Area:	English Language Arts
Grade:	3-5
Form:	SIE-e1

Note that the booklets and picture cards contain multiple subjects. For example, the SIME-e1 above is a Supported Independence program and has both the "**M**"ath and "**E**"LA items in the booklet and picture card packets. However, on the Scoring Document and the online answer document, you will be recording and

entering scores for each content area **separately** (the illustration for the online answer document shows SIE: Supported Independence ELA).

Student Assessment and Accountability Frequently Asked Questions

MDE has created a compilation of frequently asked questions and their answers. Please use this resource to find up-to-date information on a wide variety of topics related to the M-STEP and MI-Access statewide summative assessments. Due to the volume of questions submitted by stakeholders, this document will be updated on a weekly basis, so bookmark it for your convenience. The document is located under *What's New* on the www.michigan.gov/mstep and www.michigan.gov/mi-access web pages.

Avoiding WIDA Test Score Invalidation

Reporting LEP Status in MSDS

Any newly identified LEP (Limited English Proficient) students taking the 2015 WIDA ACCESS for ELLs or Alternate ACCESS for ELLs must be properly coded as LEP in MSDS to avoid having WIDA test scores invalidated.

Reporting SE Status in MSDS

Any newly identified SE (Special Education) students taking the 2015 WIDA Alternate ACCESS for ELLs must be properly coded as SE (and LEP) in MSDS to avoid having WIDA Alternate ACCESS test scores invalidated.

LEP or SE Student Enrolled After the MSDS Spring General Collection

If the LEP or SE student enrolled after the MSDS Spring (February) General Collection, a Student Record Maintenance (SRM) with the LEP or SE component will need to be submitted with

- an *AS OF* date of March 27, 2015 or sooner, and

- a certification date of April 29, 2015 or sooner.

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Students who are not identified properly will not receive WIDA ACCESS or Alternate ACCESS for ELLs scores.

For questions about MSDS, please email CEPI at CEPI@michigan.gov or call 517-335-0505. For WIDA questions, please email BAA@michigan.gov or call 877-560-8378. For questions about criteria for identifying students as English learners/ LEP contact the Office of Field Services at 517-373-6066.

W-APT Pre-K Cycle Update

Pre-K students whose Home Language Survey questions indicate the need to be administered the W-APT need only be administered the Speaking and Listening domains of the Kindergarten W-APT. The W-APT Pre-K cycle is reserved for students who are enrolling in Kindergarten for the 2015–16 school year, however, schools may still administer the Kindergarten W-APT beginning in the fall as well.

Administrators may begin testing their Pre-K students with the W-APT beginning on April 13, 2015. However, the BAA Secure Site will not be ready for Pre-K cycle score entry until later this spring. Please keep the scoring sheets for these students and watch for further communications about entering the scores into the BAA Secure Site. Scores for any student who has been administered the W-APT must be entered into the BAA Secure Site.

Please note that entering W-APT scores into the BAA Secure Site does not automatically identify a student as an English Learner (EL). Designations for student demographics are managed through the Michigan Student Data System (MSDS). For more information related to entrance criteria for potential ELs please refer to the Entrance and Exit Protocol.

Updated: Full Academic Year (FAY) Status for the 2014–15 School Year

The business rules for determining Full Academic Year (FAY) status for the 2014–15 school year have been updated to better align FAY status with participation calculations and better address how FAY will be determined for students who change buildings or districts during a testing window.

Beginning with the 2014–15 school year, a student will have FAY status when they are present in the same entity for both the fall (October) and spring (February) count days, and at the enrollment and demographic snapshot for that assessment. That is, students will be considered FAY when their Fall Primary Education Providing Entity (PEPE) code, Spring PEPE entity code, and assessment PEPE entity code are all the same. Please note there are two spring assessment enrollment and demographic snapshots: one for ACT/WorkKeys and the other for M-STEP/MI-Access. Thus grade 11 students can have up to two FAY statuses if they participate in both ACT/WorkKeys and M-STEP/MI-Access. Grade 3–8 students will have only one FAY status.

Full Academic Year (FAY) status is used in Michigan's accountability systems to ensure districts and schools are only held accountable for students who meet the minimum length of time requirement. This means students enrolled for only a brief period of time, and who have not yet benefited from the entity's instructional services, will be excluded from accountability calculations related to performance.

Previously, Michigan had separate definitions of FAY for grades 3–9 and grade 11. This was because students in grades 3–9 were tested in the fall which measured the prior year's learning and students in grade 11 were tested in the spring which measured current year learning. Students in grades 3–9 had been FAY if they were present on all three of the

previous school year's count days (Fall, Spring, and End-Of-Year). Students in grade 11 had been FAY if they were present on the previous four count days (previous Spring, previous End-Of-Year, Fall, and Spring).

Beginning with the 2014–15 school year, all of Michigan's summative state assessments, for both grades 3–8 and grade 11, will be in the spring. This requires a change to the definition of FAY status but also offers the opportunity to simplify the definition of FAY status to align both grades 3–8 and grade 11. FAY definitions will be changed so that all students in Michigan's accountability systems (Top-to-Bottom, Michigan School Accountability Scorecards, EdYes!, and Performance Based Funding) will be identified using the same definition.

For more information and details on the new method for identifying FAY students for accountability purposes, you may consult the updated business rules for FAY status document provided at: http://www.michigan.gov/documents/mde/2015_Full_Academic_Year_Business_Rules_478768_7.pdf.

1% MI-Access Proficiency Cap Applications Available!

We are now accepting 1% MI-Access Proficiency Cap Exception applications. Applications are completely electronic and are available through the Secure Site. Districts that already have an approved 1% exception application from the 2012–13 or 2013–14 school years need not reapply, as approved applications are active for three Preliminary Scorecard Appeal cycles. It is the intent of the MDE that there be no consequences based on assessment data for 2014–15 with the exception of those schools that choose not to participate in all required assessments. Scorecards will still be calculated and reported to schools and districts only as a diagnostic tool.

A helpful resource has been created to provide you:

- detailed information on the 1% cap,
- how the 1% cap is calculated,
- how to access the MI-Access Proficiency Cap Exception Application,
- and sample responses to the questions in the 1% exception application.

This resource can be found at the following link: http://www.michigan.gov/documents/mde/MI-Access_Cap_Exception_Information_459065_7.ppt.

The 1% MI-Access Proficiency Cap Exception application can be found on the Secure Site: https://baa.state.mi.us/BAASecure/Login.aspx. Once you have logged in to the Secure Site, go to the Scorecard menu and choose 1% Cap Waiver to submit/review 1% cap exception waiver applications.

►To access previous Spotlight editions, go to http://www.michigan.gov/mde/0,4615,7-140-22709_31168-280911--,00.html.

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Important Dates and Reminders
Upcoming important dates, recent topics, etc.

Approaching Deadlines!

M-STEP and MI-Access

• **LAST DAY!—March 27, 2015:** Schools have until 5:00 PM Friday, March 27, 2015 to assign students to online test sessions in the Secure Site. *After this date* students will need to be assigned to test sessions in eDIRECT which begins on April 3, 2015.

Have you set up YOUR test sessions?

WIDA

• **April 3, 2015:** The WIDA ACCESS and WIDA Alternate ACCESS for ELLs testing window ends tomorrow and materials must be shipped to Metritech by April 3, 2015. See the article in last week's *Spotlight* for information on returning materials and ordering reports http://www.michigan.gov/documents/mde/Spotlight_Week_3-19-15_484778_7.pdf.

March 2015

MI-Access

• **March 30 – May 22, 2015:** Paper/pencil materials not ordered before can be ordered on the Additional Materials Order screen on the Secure Site. **Please check your initial material order received**

BEFORE placing an additional material order. Note: For ALL MI-Access students being assessed in ELA: Expressing Ideas, this test is available **only** in a paper/pencil format. Materials must be ordered through the secure site. *Reminder: Expressing Ideas is now assessed in all grades.*

M-STEP

• **March 30 – April 27, 2015—Grades 5, 8, and 11:** Additional paper/pencil materials can be ordered on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.** *Note: For schools testing online, there is no need to place an order unless a student needs paper/pencil materials because of an accommodation that cannot be supported online.*

April 2015

M-STEP and MI-Access

• **April 3, 2015:** eDIRECT will be available (by noon) for District and Building Coordinators to manage test sessions, set individual student supports and accommodations, and print test tickets. **Printed test tickets are SECURE materials.**

M-STEP

• **April 13 – May 11, 2015—Grades 4 and 7:** Additional paper/pencil materials can be ordered on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.** *Note: For schools testing online, there is no need to place an order unless a student needs paper/pencil materials because of an accommodation that cannot be supported online.*

May 2015

M-STEP

• **May 4 – June 1, 2015—Grades 3 and 6:** Additional paper/pencil materials can be ordered on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.** *Note: For schools testing online, there is no need to place an order unless a student needs paper/pencil materials because of an accommodation that cannot be supported online.*

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Recently Asked Questions

I have received my testing materials for grades 5, 8, and 11. May I share the ELA and mathematics Classroom Activities with my teachers?

Yes, the Classroom Activities (CA) are not secure material. The CA is a scripted 30-minute lesson that introduces students to the context of a performance task so they are not disadvantaged in demonstrating the skills the task intends to assess. The CAs do not address content information; instead, they focus on vocabulary and key contextual topics. They are designed to be an introduction and not an assessment. As stated earlier, CAs are nonsecure; however, they should not be supplemented with any other content. Supplementing the Classroom Activity may detract from the intended purpose of the CA and is not advised. Classroom Activities should not be shared with students in advance of the actual administration of the CA. Additional information can be found in the *M-STEP Test Administration Manual* and in the *Spring 2015 Testing Schedule* document. Both documents can be found at www.michigan.gov/mstep.

If we are not administering the Performance Task for Grade 11, do we still have to administer the Classroom Activity?

No. For Grade 11, only administer the Classroom Activity if you are administering the Performance Task. For paper/pencil takers, please keep in mind that the Performance Task is administered on Day 2 of the ELA and mathematics test. If you are not administering the Performance Task on Day 2, there is not a need to administer the Classroom Activity prior to that.

Test Administrators do not require a login for eDIRECT (from what I have read). How are they going to monitor the testing during the session?

Just as in a paper/pencil administration, test administors should actively monitor testing by moving throughout the classroom and ensuring students are in the correct session/part of test and are staying focused.

Will Testing Coordinators have to approve as students login?

The INSIGHT test delivery engine does not require a test coordinator approval online for students to login to the test. Test Administrators should take care to ensure students receive the correct test ticket with the student login UserName and password for the correct test session. The test administrator should have a current copy of the M-STEP Online Administration Directions which she/he has reviewed in advance of testing. The Online Administration Directions should be strictly followed.

When can we anticipate results for paper/pencil testers?

Due to standard setting requirements, we anticipate the combined online and paper/pencil results will be available in early fall.

Are online results still anticipated as two weeks?

Online raw score data will be available two weeks after the grade-level test window closes.

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Recently Asked Questions

What if a student needs more writing space on their answer document for a paper/pencil constructed-response item, can they use scratch paper and turn that in?

Unless a student has a specific accommodation for the use of adapted paper, additional paper, lined, or grid paper for recording answers, all answers must be recorded in the space provided in the answer document.

When students cite sources, do they have to use the titles for the passages or can they use "Source 1"?

Students can cite their sources using either the passage title or the passage source number. The rubric reads, "…clear citations or attribution to source material."

Please clarify reading accommodations. Why can't passages in grades 3–5 be read aloud if the student has read aloud designated in their IEP?

In grades 3–5, reading a passage aloud changes the construct of what is being measured, which is a student's ability to read and decode. As students advance in grade, the construct of the reading assessment becomes more about comprehension of the passages. For this reason, in grades 6–8 and 11, passages can be read aloud as an accommodation for students (per their IEP).

Does "Read Aloud test" in IEP cover audio, human reader and text-to-speech?

The basic answer is yes, however, there are some important factors to keep in mind when looking at audio support.

Reading aloud the test (as stated in an IEP) can be accomplished in several ways:

- **M-STEP – Online Testing:**
  - ► Text-to-speech
  - ► Human Read Aloud (for ELA and mathematics, following the read aloud guidelines)

- **M-STEP – Paper/Pencil Testing:**
  - ► English Audio CD or Spanish, Arabic, or English DVD for science and social studies
  - ► Reader Script for social studies and science paper/pencil testers
  - ► Human Read Aloud for ELA and mathematics following the read aloud guidelines

- **MI-Access**
  - ► Human Read Aloud for paper/pencil test takers, following the read aloud guidelines and adhere to the Do Not Read Aloud tables in the test booklets
  - ► Text-to-Speech (for online test takers)

The net effect for the human read aloud and text-to-speech should be the same outcome, just a different voice.

It is important to keep the following in mind for students with an IEP:

- Since text-to-speech is new, the following needs to be taken into account:
  - ► Student's familiarity with text-to-speech (Do they use this with instruction using other programs such as Read and Write Gold, practice with the Online Tools Training feature using the Insight software, etc.)

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- ► To be completely transparent, it is important that everyone on the IEP team is aware that text-to-speech will be used to satisfy the read aloud requirement (does not always require an amendment, sometimes a letter to parents will suffice)

- If there is a level of specificity about how the accommodation is listed on the IEP (such as "test read aloud by the Resource Room Teacher"), this is a level of specificity that will either need to be honored, or the IEP team will need to consider an amendment, if the text-to-speech option is viable.

► *Prior Recently Asked Questions can be found at* http://www.michigan.gov/documents/mde/Recently_ Asked_Questions_470957_7.pdf.

Have Other Questions?

For assessment questions, please email BAA@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.